Please attach an updated resume or additional information (Optional)

Please indicate here [**V**] yes or [] no whether or not the City may give elected officials who serve Rockville (other than the Mayor and Council) your name and address. This information will not be used for any fundraising or campaign mailings. No phone numbers will be given.

Please submit this information to: Mayor and Council c/o City Clerk's Office, 111 Maryland Avenue, Rockville, Maryland 20850. 240-314-8280 Thank you!

LAWRENCE O. EASON

Rockville Maryland Zux 1

theeasons@verizon.net

OBJECTIVE

To contribute extensive experience and administrative skills to a part-time administrative position

Educational Background

-BS General Business, University of Maryland, 1970, plus numerous Company-sponsored courses in management, accounting, and performance metrics

EXPERIENCE SUMMARY

CAREER EXPERINCE

(Potomac Electric Power Company, from 1970 through 2003

- -Experience encompasses supervision of IT and accounting sections, grew to entire administrative area of sixty employees and six supervisors in support of operations and construction activities of large electrical distribution force and contractors.
- -Managed twenty-five supervisory and professional personnel over career
- -Served as subject matter expert and co-chair of joint financial team during merger activities of 1997
- -Made all oral and written communications concerning area
- -Prepared and coordinated Group Business and Budget plans
- -Extensive experience with Email and Internet functions
- -Served as on-call contact for clerical support during storm emergencies for 18 years

ACTIVITIES SINCE RETIREMENT IN MAY 2003

Serve as a Docent (Tour Guide), since 2004, at the National Air and Space Museum, giving one and one-half hour tours to visitors.

- -Served on the Docent Council (a coordinating group for Docent activities)
- -Author many articles for the Paper Airplane (monthly Docent newsletter)
- -Served as a Visitor Service Specialist at the Air-Space Hazy Center, near Dulles airport, 2003-2004
- -Serve as a member of the Recreation and Parks Advisory Board for the City of Rockville and Glenview Mansion Committee since 2001
- -Served as an election judge in the City of Rockville elections in 2007
- -Continuing education in aviation, art, history

PRIOR EXPERIENCE

-Summer/part time jobs with NASA Apollo Program, IBM, and US Postal Service

CIVIC ACTIVITIES

- -Assistant Scoutmaster, Boy Scouts of America, 1989-1996
- -Treasurer, Lion of the Year, Rockville Lions Club, 1980-1986
- -Staff Sergeant, District of Columbia National Guard, 1970-1976
- -Life-long Washington resident, in Rockville MD since 1973